

CALL TO ORDER: President Eric Richardson called the meeting to order at 4:00pm at the Main Library on September 21, 2015

PRESENT: Eric Richardson, President; Pam Goetting, Treasurer; Sheree Breitholle, Secretary; Debra Pleatman, Attorney Ziegler & Schneider; Carlyle Ackley, CPA Bramel & Ackley; Carrie Herrmann, Director; Shawn Fry, Assistant Director, Amanda Hopper, Assistant Director; Lucinda Chandler, Regional Librarian, KDLA

PUBLIC COMMENT: None

AGENDA: The September agenda was previously emailed to Board members.

- ✓ **MOTION TO APPROVE THE AGENDA AS RECEIVED, ERIC RICHARDSON SECOND, BARBARA BARDES. APPROVED UNANIMOUSLY**

MINUTES: Minutes of the **August** meeting were emailed to Board members.

- ✓ **MOTION TO APPROVE THE MINUTES AS RECEIVED, ERIC RICHARDSON. SECOND, BARBARA BARDES. APPROVED UNANIMOUSLY.**

TREASURER'S REPORT: The Treasurer's Report for July and August were previously emailed to Board Members.

- ✓ **MOTION TO APPROVE THE JULY TREASURER'S REPORT AS RECEIVED, BARBARA BARDES. SECOND, PAM GOETTING. APPROVED UNANIMOUSLY.**
- ✓ **MOTION TO APPROVE THE AUGUST TREASURER'S REPORT AS RECEIVED, PAM GOETTING. SECOND, SHEREE BREITHOLLE. APPROVED UNANIMOUSLY.**

BUSINESS:

1. **Banking Resolution/Signature Cards:** An updated credit card form was presented to the Board to sign.
2. **Lents Branch:** Lents Branch staff are in place at their new locations. All changes have been made in the automated system to accommodate the timeline. The appraisal of the Lents property was received and distributed. The process of Request for Proposals for the architect will be reviewed at the October Board meeting.
3. **Exhibit Sponsorship:** Duke Energy would like to contribute \$11,000 toward the cost of the Robot Zoo exhibit. RC Durr Foundation would like to contribute \$5,000 toward the cost of the Robot Zoo exhibit. Duke Energy would like to hold a VIP reception after hours on October 10, 2015 at the Main Library in celebration of the exhibit.
 - ✓ **MOTION TO ACCEPT THE \$11,000 FROM DUKE ENERGY, SHEREE BREITHOLLE. SECOND, PAM GOETTING. APPROVED UNANIMOUSLY.**
 - ✓ **MOTION TO ACCEPT THE \$5,000 FROM RC DURR FOUNDATION, PAM GOETTING. SECOND, SHEREE BREITHOLLE. APPROVED UNANIMOUSLY.**
 - ✓ **MOTION TO ALLOW DUKE ENERGY TO PROVIDE ALL FOOD AND DRINKS AT THE ROBOT ZOO RECEPTION, ERIC RICHARDSON. SECOND, SHEREE BREITHOLLE. APPROVED UNANIMOUSLY.**

4. **Statewide E-Rate Consortium:** Through the state-wide KY Wired Project, Kentucky Department for Libraries and Archives is establishing a consortium to submit Request for Proposals for best pricing options on E-Rate funding. There is no cost to be a member of the consortium.
- ✓ **MOTION TO APPROVE THE "E-RATE CONSORTIUM LETTER OF AGENCY," AS PREPARED BY THE KENTUCKY DEPARTMENT FOR LIBRARY AND ARCHIVES, AND AUTHORIZE THE LIBRARY DIRECTOR TO SIGN THE LETTER ON BEHALF OF THE BOARD, BARBARA BARDES. SECOND SHEREE BREITHOLLE. APPROVED UNANIMOUSLY.**
5. **Director Evaluation:** The Board will use the prior Director Evaluation Form for current Director, Carrie Herrmann. In addition, Carrie will send out an annual report to the Board by October 9, 2015. The Board will review the report by October 26, 2015.

ACCOUNTANT'S REPORT: Carlyle Ackley distributed and reviewed financial statement update for 2014/2015 fiscal year.

ATTORNEY REPORT: Nothing to report.

REGIONAL LIBRARIAN'S REPORT: The Regional Librarian's report was received as emailed to the Board.

LIBRARIAN'S REPORT: The Librarian's report was received as emailed to Board members. Carrie Herrmann highlighted:

The Auditors were at BCPL September 2 and 3, 2015. The current plan is for Van Gorder, Walker & Co. to present the audit at the October Board Meeting.

BCPL received the \$2,000 National Center for Families Learning (NCFL) grant to hold three 1.5 hour workshops in the month of October.

Lisa Sensale-Yazdian will be attending a workshop, Mind in the Making, in November 2015. BCPL is the only institution in the region that is attending this training. Lisa will commit to 16 hours of training beginning in the next six months.

On September 24th, a group of community stakeholders will meet with Carrie to talk about BCPL's strategic plan. This group includes individuals from Boone County Fiscal Court, the City of Florence, Boone County Schools, and Senior Services. Carrie's plan is to present a draft of the plan at the November Board meeting.

Planning for the upcoming Robot Zoo exhibit has taken considerable time over the last few weeks. Staff have moved furniture around and the whole library is being used for this exhibit. We are the first Library, this exhibit has visited. All other locations have been museums. This has been a learning experience for both the Library and the exhibit company.

The city of Florence took over the side parking lot at the Florence Branch to park their equipment for construction on New Uri. BCPL was not notified that the parking lot would be used until the morning

they moved in with the equipment. The heavy equipment damaged the lot. We are currently working with the Florence Public Works Department to have the damage fixed.

Our partnership with Boone County Schools for Summer Reading was very successful. The Library's goal in offering a Summer Reading program is to combat the summer slide. We set 2 goals for the youth summer reading program: Goal 1 was to read 5 hours and Goal 2 is to read 10 hours. Compared to last year, we saw a 174.4% increase in the number of children who reached Goal 1 and a 34.4% increase in the number who reached Goal 2. Library staff have met to talk about lessons learned from this year. The principals have met to talk about the partnership. Both groups agree this partnership should continue and grow next year.

NEXT MEETING: Monday, October 19th, 4:00 p.m. at Main Library.

ADJOURNMENT: There being no further business, the meeting was adjourned at 5:25 pm. ERIC RICHARDSON. SECOND, PAM GOETTING. APPROVED UNANIMOUSLY.

Minutes taken by Amanda Hopper.

A handwritten signature in cursive script, reading "Eric Richardson".

Eric Richardson, President

A handwritten signature in cursive script, reading "Sheree Breitholle".

Sheree Breitholle, Secretary

